

Edward Farrar Utility District
Minutes of Wednesday January 14, 2026
4:30 pm Steele Room
28 North Main Street Waterbury , VT

In person: Commissioners Skip Flanders, Rick Weston, Cindy Parks, Natalie Sherman,
Bob Finucane

Staff: Tom Leitz, Bill Woodruff

Orca Media: Campbell Rey

On Zoom: Kenny Ryan, Grant McCracken, Lisa Scagliotti, Tom Gloor, Anne Imhoff
Josh Lincoln, Morgan Pearlman

4:34pm Call to order by Skip Flanders

Motion by Rick to amend the agenda order. Seconded by Bob. Motion Passed.

Motion by Bob to accept the minutes of November 6, and December 11 as
presented in the meeting packet. Seconded by Rick. Motion Passed.

No minutes are currently available for the Dec 10 meeting.

Manager and Staff Update.

A resignation letter from Manager Tom Leitz was read by Skip. Many thanks were expressed by the board with regards to Tom's work on numerous projects including the Union negotiations, FEMA projects and other grant related work. Tom's work on securing over 2 million dollars for the proposed new water line was a huge win. Tom's parting words were that EFUD is in good shape and continues to be a model of success. As a result of Tom's resignation EFUD will appoint an Interim Manager.

Motion by Rick to waive the 60 day notice clause in Tom's contract and accept his final day as February 2, 2026. Seconded by Bob. Motion Passed.

Motion was made by Rick to appoint Bill Woodruff as Interim Manager beginning on Feb 2, 2025. Seconded by Natalie. Motion Passed.

Additional compensation for Bill would be discussed at a later date.

Motion by Bob to have Rick assume the duties usually held by the Manager with regards to the UDAG loans. Seconded by Natalie. Motion Passed. Rick abstained.

Discussions on the EFUD Clerk and Treasurer positions were had. The commissioners are expecting the Clerk/Treasurer Karen Petrovic to continue until May. Karen has appointed William Shepeluk as Assistant EFUD Treasurer effective January 10, 2025.

Update on Cross Country Water line project.

Cindy stated that 2.84 million in grant money should cover the project. Dates for Advertising the project were set for 1-23-2026. Pre- Bid 2-12-2026 11:00 am Steele Room

Bid opening 2-26-2026 11:00am Steele Room. Bill Woodruff discussed the wetlands permit process and easement work that is happening. The commission wanted to extend their thanks to Senator Welch in securing the funding for this project.

Update on UVM Landscape Inventory Program.

Bill stated that the students first day of class was spent in the waterworks and the course schedule for the spring semester 2026 includes other visits to the area. On Feb 2 at 1pm the students will be in the Steele Room meeting with folks about the needs assessment process.

Discussion on Watershed Management and future public meeting.

Cindy and Rick spoke on about the plan for the next public meeting on the waterworks. All agreed the last one was a success. The next meeting tentatively scheduled for Feb. will focus on the natural resource value of the area. Speakers will be Harry Shepard of Stowe DPW and Steve Hagenbaguh a local bird expert and EFUD customer. Other speakers as well will be included depending on time.

Correspondence with Stowe Trail Partnership was discussed with the recommendation that any future watershed enforcement be vetted through a lawyer.

Department Reports

Sludge at WWTP was discussed as well as Rick's praise of the Water Staff during his dealings with them.

Ezra Butler house weight 15 tons. 32 Union Street house weight 44 tons.

6:00pm 1st Executive session Motion made by Bob and seconded by Rick. Motion Passed

2nd Executive session Motion made by Bob and Seconded by Rick. Motion Passed.

6:02 pm Commissioners entered into Executive session with staff Leitz and Woodruff

7:39 Motion by Bob to leave executive session. Seconded by Rick. Motion Passed.

Motion by Rick and seconded by Bob to forward to the Town the sum of \$1500 dollars to be used as bonus compensation to the Utility Billing Clerk Kia Nealy for recognition of extraordinary services particularly during times of short staffing at the Town /EFUD offices during 2025. Motion Passed.

7:42 pm.

Motion to adjourn by Bob and Seconded by Cindy. Motion Passed.

Edward Farrar Utility District Commissioners Meeting

Wednesday, January 14, 2026

4:30 pm in person at Steele Room
28 North Main St, Waterbury VT

Join Zoom Meeting

<https://www.zoom.us/join>

Meeting ID: 822 9251 7551

Passcode: 053700

4:30 pm	Call to Order
4:30	Approve Agenda
4:35 pm	Public
4:40- pm	Consider Minutes of Dec 10 and Dec 11, 2025
4:45 pm	Base Charges for 61 South Main ST - V Rogers
5:00 pm	Update on Cross Country Water line project.
5:15 pm	Update on UVM Landscape Inventory Program
5:25 pm	Discussion on Watershed Management and future public meeting
6:00 pm	Manager and Staff updates
6:20 pm	Review Department Reports
6:30 pm	Executive Session on Union Negotiations
7: 15 pm	Adjourn

APPROVED
1.14.2026

"If any individual or organization requests a recording of this meeting please contact the District Manager at (802) 244-4300 or via email at tleitz@waterburyvt.com."

Draft Minutes: Edward Farrar Utility District Commissioners Meeting

November 6, 2025

Commissioners Attending In-Person: Skip Flanders, Rick Weston, Bob Finucane, Natalie Sherman, and Cynthia Parks.

Town Staff: Tom Leitz, Bill Woodruff

Public: None

Skip Flanders called the meeting to order at 4:30 p.m.

Approval of Agenda: Rick Weston made a motion to amend the agenda and Natalie Sherman seconded the motion. All Commissioners voted in favor of the motion.

Executive Session: Rick Weston made a motion that premature general public knowledge would clearly place the public body at a substantial disadvantage. Natalie Sherman seconded the motion, and all members voted in favor. Rick Weston made a motion to enter executive session for the purposes of discussion of Union negotiations. Natalie Sherman seconded the motion. All members voted in favor. The Commissioners entered executive session at 5:35 pm with the District Manager and Public Works Director attending.

At 8:30 p.m. the Board exited executive session.

Rick Weston made a motion to adjourn, Natalie Sherman seconded the motion. All members voted in favor. Meeting was adjourned at 8:31 pm.

Edward Farrar Utility District

APPROVED
1.14.26

Minutes of Thursday, December 11, 2025

6:30 pm special Meeting in the Waterbury Fire Station

43 South Main St, Waterbury VT

Attendance: P. Howard Flanders, Bob Finucane, Rick Weston, Cindy Parks, Toim Leitz, Kenny Ryan, Matt Jones, Grant McCracken, Tony Millus, and David Mears Facilitator, about 40 members of the public (see attendance sheet) additional 20 people signed in to participate on Zoom, ORCA staff present to broadcast meeting live and record meeting, Zoom version of meeting also recorded for future viewing, Ben Montross, Deputy Director VT DEC drinking Water and Ground Water Protection Program, Brad Roy Source Water Specialist, VT Rural Water Association

Chairman Skip Flanders called the meeting to order at 6:15 pm.

At the suggestion of Chairman Skip Flanders Rick Weston moved to add an item to the agenda on further discuss on the Rt 100 Cross Country Water Line following the close of the public session. Motion Seconded by Cindy Parks. Motion Passed.

The motion was then made by Rick to approve the agenda as amended, seconded by Cindy Parkes. Motion passed.

At 6:30 pm Chairman Skip Flanders Welcomed the Attendees and introduced the EFUD Commissioners, The District Manager Tom Leitz, the Water System operators, Kenny Ryan and Grant McCracken, Wastewater Operators Matt Jones and Tony Millus. Chairman Skip then asked Commissioner Rick to introduced David Mears who will be the Facilitator for the evening meeting.

Facilitator Mears then explained the management of the questions and discussion following each of the presentations.

History of EFUD Presentation Following the instructions from Facilitator Mears Skip Flanders presented a power point presentation that explained the origins of the Edward Farrar Utility District (EFUD) the operating EFUD Charter, the purpose of the sessions tonight and the next session likely to be in February rather than January as originally proposed, the history of the construction of the Waterbury Village Water System now EFUD Water System and the activities that are the cause for concern that the Commissioners felt the need for further discussion before making future Watershed Management Decisions.

Following the presentation Facilitator Mears directed questions from the audience and Zoom attendees to appropriate staff for response.

Regulation of Public Water System The next presenter, Ben Montross, Deputy Director of VT DEC Drinking Water and Ground Water Protection Program gave a power Point presentation

including the Safe Drinking Water Act, Public Water System Compliance, Watershed Protection, Source Protection Area, Multiple Barrier Approach to Water Quality Protection, and Major Water Quality Concerns.

Following the presentation Facilitator Mears facilitated the questions and discussion with the attendees and staff.

Source Water Quality Protection The next presenter Brad Roy, Source Water Specialist, Vermont Rural Water gave a power Point presentation on Watershed protection by surface water systems in Vermont, Causes of adverse impacts on water quality and protecting water quality.

Following the presentation Facilitator Mears directed questions from the audience and Zoom attendees to appropriate staff for response.

At the close of the presentations Facilitator Mears offered suggestions for future discussion for public input on the topic. The Commissioners reported on the topics to be presented in the next session and that it would likely be in February rather than January due to schedules.

. The Commissioners and Facilitator Mears thanked everyone for attending and their interest in the subject and that they may submit future questions if they arise. The meeting was recorded and will be available on the EFUD website for viewing. Comments from the audience were that the presentations were very informative and helpful in understanding the issues.

The Commissioners then took up the discussion on the proposed Rt 100 Cross Country lines. Chairman Skip indicated his concerns that before going to bid we should have an accounting of the expected cost compared to the available funding, the names and allocations required for the expected new connections, and all easements secured before going to bid. If additional funding is necessary, we should be prepared to advise new customers what the rates will be. Any costs for the extension should not be raised by increasing rates on existing customers. Chairman skip recommended that we not advertise for bid until we have the additional information on costs and the easements, and information and commitments from new customers. Following the discussion Bob Finucane moved to advertise the bids on Jan 3, 2026, Seconded by Cindy Parks. The vote was held and Commissioners Rick, Bob and Cindy voting Yes and Chairman Skip Voting No. Motion passes.

The motion to adjourn the meeting made, seconded, and passed at 8:55 pm.

P. Howard Flanders

Temp Secretary.

APPROVED
1.14.2026

DRAFT

Waterbury Water Monthly Report December 2025

Items of Interest

Sampling

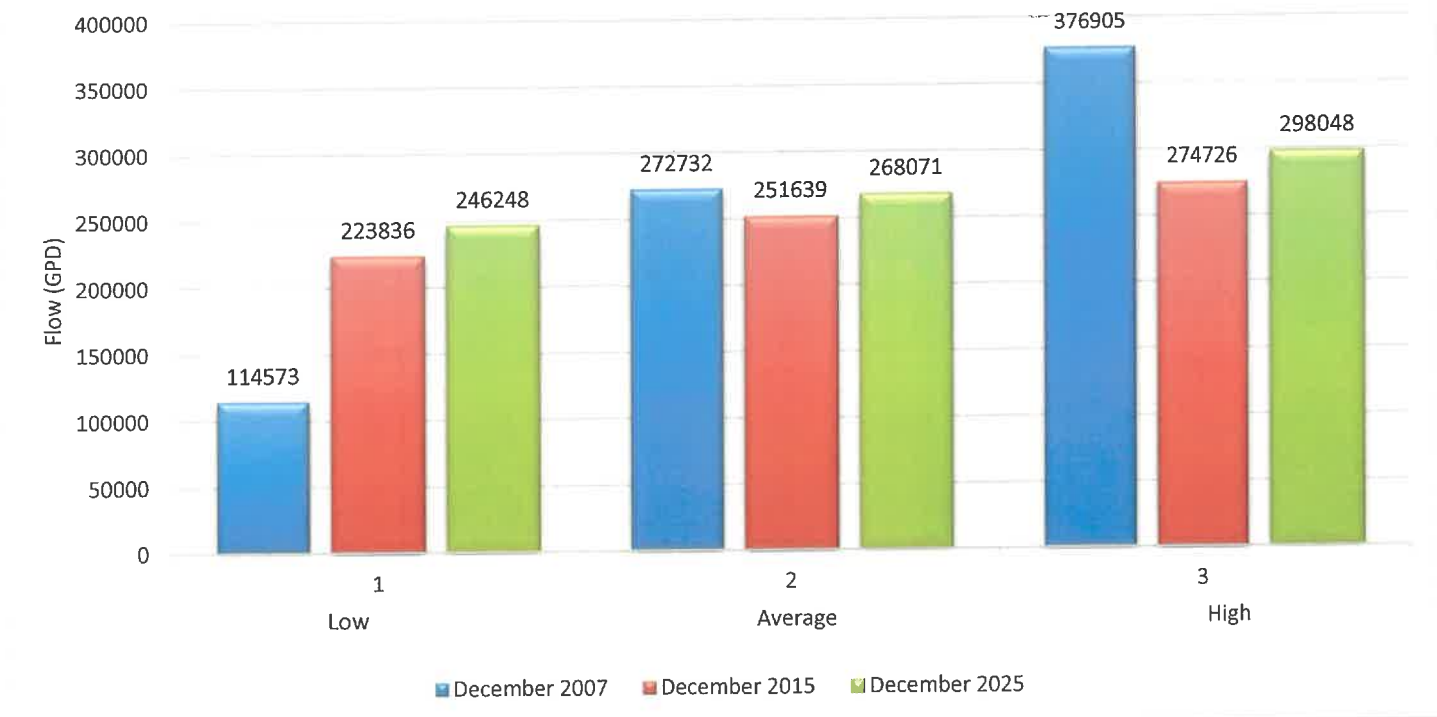
Maintenance

Weather

Flow Data

High Day	Low Day	Average Day	Peak Flow
12/8/2025	12/13/2025		12/11/2025
298048 Gallons	246248 Gallons	268071 Gallons	729 GPM

Low, Average and High Flow (GPD) for December 2007, 2015 and 2025



Sampling

All Seven monthly coliform samples were submitted and came back favorable. The weekly fluoride samples were sent to the state lab and although waiting on some results, so far all have come back favorable.

Maintenance

December 1st – Stream intake dams cleaned out.

December 2nd – Water on at 32 Union St.

December 4th – Sweet Field Well Building fluoride saturator chemical feed pump was found to be inoperable. Contact was made with the VT Department of Health was notified and a new replacement pump is on its way. A spare chemical feed pump has been installed until the new pump arrives.

December 9th - A leak was reported to water department staff at Patterson Mobil Home Park in Duxbury. The owner of the system had been shutting water off to the 7 units in the park to conserve water. Due to the water being shut off the pipes in the park froze. The pipes have been thawed but the users in the park have been issued a boil water notice until the leak can be repaired.

December 10th – 18 cu ft of anthracite has been added to filter 1. Anthracite is the top layer of our filters.

December 26th – One of our Hach sc200 turbidimeters is currently inoperable. A new part has been ordered to repair the analyzer.

Weather

During the month of December, the temperature ranged from 10.7°F as the low and 52.5°F as the high. Our average temperature for the month was 19.9°F. Humidity high was 94% and the low was 40% with an average of 76%. Total recorded precipitation for the month of November was 1.19 inches (note: precipitation totals do not include snow totals).

Wastewater Progress Report

December 2025

- **Process and Operations:**

- Process running well and meeting permit limits.
- CoMag building boiler circulator pump not working, no heat. Repair parts are ordered.
- Multiple aerators frozen. When able to be thawed, restarted. Working on changing SCADA programming to stop the reverse cycles in winter months, should help keep aerators running in winter freezing conditions.
- 2025 operational statistics:
Total days discharging- 175
Total influent- 74.477 MG
Total treated effluent- 63.550 MG
Total precipitation- 53.54 inches
- December 2025 Flows:
Influent average: .172 MGD
Influent highest flow: .243 MGD
Influent total: 5.323 MG
Effluent average: .335 MGD
Effluent total: 5.032 MG
Precipitation: 5.52 inches/month
Maximum daily precipitation: .91 inches
Discharging days/month = 15

- **Collection System:**

- Lincoln St pump station back to normal run times post check ball replacement.
- Sewer plug reported at 57 S Main St. Determined plug was not in EFUD ROW.

- **Office & Personnel**

- **2025 Projects List**

- Manhole infiltration repairs- Completed
- Park Row West- new manholes and change to PVC line
- Union St N Main St line repair MH 122-121--Completed
- Stream bank stabilization around MH 116-27 Dac Rowe Field
- Install manhole and plug valve leaving ball field bathrooms

Wastewater Progress Report

November 2025

- **Process and Operations:**

- Process running well and meeting permit limits.
- Lagoon 1 circulator 1- Still troubleshooting.
- Switched to PAC70 for winter. Dealing with a clog in the chemical feed pipes.
- Applied 22,893 gallons of sludge to drying beds.
- Total sludge applied in 2025 434,134 gallons.
- Total liquid sludge removed to Montpelier WRRF 48,645 gallons.
- Total dry sludge removed by Biogenie 246 yards or 161.24 tons

- November 2025 Flows:

Influent average: .176 MGD

Influent highest flow: .228 MGD

Influent total: 5.278 MG

Effluent average: .333 MGD

Effluent total: 4.660 MG

Precipitation: 5.02 inches/month

Maximum daily precipitation: .80 inches

Discharging days/month = 14

- **Collection System:**

- Replaced check balls in Lincoln St pump station. Waiting for run times to see if that fixed the issue.
- Manosh Fall jetting and MPS cleaning. Still dealing with FOG throughout town.
- Road patched back in at 22 Wallace St.

- **Office & Personnel**

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